

Lunenburg Council on Aging Meeting Minutes *Minutes Approved at the 8/16/11 COA Meeting*
Annual Meeting
June 14, 2011

Present: Pete Lincoln (Chairperson), Mary Lynn Conrad (Vice Chairperson), Doreen Noble (Director), Barbara Brown, Fred Crellin, Jane Doyle, Jim Hays, Sis Montuori, Deb Seeley, Joyce Wass, and Susan Doherty (Admin. Asst.)

Absent: Sandy Flanagan

Guest: Lloyd Carlson, President Friends of the Eagle House Inc.

Welcome: Pete Lincoln, Chairperson, called the meeting to order at 9:34 a.m.

Minutes: A motion was made and seconded to accept the May 10, 2010 COA meeting minutes as presented. All approved, motion carried.

Sub Committee Reports: Taken out of order

A motion was made and seconded to accept all sub-committee year end reports which included Finance, Board Development, Advocacy and Bylaw committees. All approved, motion carried.

There was no Director's Evaluation committee report.

Director's Report:

Finance/Informational Report: Doreen reported that the Eagle House Senior Center is at its maximum capacity for room usage now. All programs are going very well and we should exceed approximately 500 new names in FY11.

The FY12 COA budget has been set and approved at Town Meeting. A new ten hour per week Outreach worker will be hired.

Increases in salaries are as follows: Director – 9%, Administrative Assistant – 3%, Outreach – 8%, Meal Site – 4%, Meal Site – 3%.

A part time “on call” driver will be hired and funded through MART.

The Lunenburg Friendly Seniors were concerned about the Eagle House being closed at 12:30 p.m. the Friday before their fair in October, they use this time to set up for the Saturday event. A staff person will be available to keep the building open for them.

The tree in the front driveway has been removed. This tree was dead as a result of damage incurred during the ice storm of 2009.

Doreen reminded everyone of the new Eagle House hours change beginning on July 1, 2011; Tuesday 8 a.m. - 6:30 p.m. and Friday 8:00 a.m. – 12:30 p.m.

Old Business:

Parking Lot: There has been no word received as of this meeting on whether or not the grant for the parking lot has been approved or not.

New Van Update: Doreen and Lunenburg Town Manager, Kerry Speidel went to meet with MART Finance Officer Bruno Fisher. They learned that the grant for the new van was awarded to the Town of Lunenburg but that MART receives the van and title. It was decided that an older van which MART will be retiring from their fleet will be given to the Town of Lunenburg to be used as the Town sees fit. This will be a “pilot program” and the town will be responsible for maintenance to the vehicle. A revolving account for the “going places” van will need to be established at a special town meeting. This account will receive donations for the operation of this van. The “Going Places” van will have fewer restrictions on usage and will be available for a fee for other town departments or town organizations to use.

The Council on Aging will receive a brand new van from MART to be used as their every day van. All past rules and regulations levied by MART will apply to this van. The new van should be available the 2nd or 3rd week in July.

COA board member Jane Doyle suggested that a contract for both vans be put in writing, and be kept on file at the Eagle House Senior Center.

Volunteer Appreciation Day: Volunteer Appreciation Day will be held on Tuesday August 16, 2011. A sign up sheet for specific duties that day was sent around to members to sign. The Friends of the Eagle House Inc will be sponsoring this event by funding the food and entertainment.

It was decided to change the Council on Aging meeting date from August 9, 2011 to August 16, 2011 so that COA members would all be able to attend the Volunteer Appreciation Day.

Reminder New Hours for Eagle House: Discussed under Director’s Report.

New Business:

Eagle House Announcements on UTube: The Lunenburg Public Access television has been taping “Eagle House Announcements” on a monthly basis and it is now available to be viewed on UTube.

Eagle House as Summer Cooling Station: During the summer months if there is an extreme heat wave, the Eagle House will remain open as a cooling station. There was one inquiry about this service but the client does not live in Lunenburg. The Eagle House will stay open only if there is a need from Lunenburg residents.

Election of Officers – Chairperson & Vice Chairperson 2012: A motion was made and seconded to elect Pete Lincoln as COA Chairperson for a 1 year term and Mary Lynn Conrad as Vice-Chairperson for a 1 year term. All approved, motion carried.

COA Board Members Term Renewal: All COA board members will be returning for FY12.

Correspondence: There was no correspondence to be read at this meeting.

General Discussion:

Pete Lincoln thanked everyone for a great year.

All board members were reminded that there will be no July meeting.

Upcoming Events: See attached agenda.

Adjournment: A motion was made and seconded to adjourn the meeting. All approved, motion carried.

Meeting adjourned at 10:55AM

Respectfully Submitted,
Susan Doherty, Administrative Assistant